WSCJTC Firearms Certificate Program ACH Instructions, December 2020

- 1. Determine amount to pay. \$100 per new 726 Firearms Cert Initial App packet.
- 2. Go to <u>YOUR</u> company banking institution online payment processing system, or financial management software.
- 3. Submit payment electronically using information on page (2) and you <u>MUST</u> include the following note on transaction in memo column "FA-PI 512 + last name of applicant."
- 4. If more than one applicant in payment send subsequent email with transaction # and date with list of all applicant names to: pspi@cjtc.wa.gov, aabbott@cjtc.wa.gov, and FinanceCashier@des.wa.gov.
- 5. Submit application packets via email with payment transaction # and transaction date listed on bottom of first page of each 726 application to pspi@cjtc.wa.gov.

If you have any questions pertaining to an ACH please direct to pspi@cjtc.wa.gov.

DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

December 28, 2020

TO: Customer

FROM: Dept. of Enterprise Services on behalf of Criminal Justice Training

Commission (CJTC)

SUBJECT: US Bank ACH and Wire Transfer Instructions

The following information is necessary to initiate electronic funds transfer transactions to the State Treasurer's concentration account:

Concentration Account:

Name of Financial Institution: US Bank

Financial Institution Address: 60 Livingston Ave; St. Paul, MN 55107-2292 Account Name: 227-DEPT OF ENTERPRISE SERVICES

ABA/Routing Number: 123000848 Account Number: 153910882221 Account Type: Checking

All electronic transactions sent to *Department of Enterprise Services on behalf of the Washington State Criminal Justice Training Commission* should use this information. We appreciate your cooperation in remitting transactions to this routing and account number to avoid returns.

If you have questions, please contact Kara Skinner at Kara.skinner@des.wa.gov

Form **W-9**

(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information

Give Form to the requester. Do not send to the IRS.

RROTTO	Tievelide del vice	indecions and the late	ot mon	*****												
	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Washington State Department of Enterprise Services															
	2 Business name/disregarded entity name, if different from above										******					
n page 3.	S check appropriate bux for lederal tax classification of the person whose name is entered on line 1. Check only one of the office of the offi						4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):									
e. USO	Individual/sole proprietor or LI C Corporation LI S Corporation LI Partnership single-member LLC					1	Exempt payee code (if any)									
Print or type. Specific Instructions on	Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership)						· · · · · · · · · · · · · · · · · · ·									
	Note: Check the appropriate box in the line above for the tax classification of the single-member own LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the own another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single is disregarded from the owner should check the appropriate box for the tax classification of its owner.					s ,										
bec	✓ Other (see instructions) ➤ State Agency						(Applies to accounts maintained outside the U.S.)									
an l						Requester's name and address (optional)										
ű	Finance Office, 1500 Jefferson St, PO Box 41460 6 City, state, and ZIP code															
	Olympia, WA 98504-1460															
	7 List account number(s) here (optional)															
Part I Taxpayer Identification Number (TIN) Finter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid Social security number																
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to backup withholding. For individuals, this is generally your social security number (SSN). However,					GIAI :	l	nty n	T	er er	ľ	-					
residei	nt alien, sole proprietor, or disregarded entity, see the instructions for I	Part I, later. For other					-			-	***************************************					
entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.							1	LL		L						
Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Employe							r identification number									
Numbe	er To Give the Requester for guidelines on whose number to enter.		4 5					0	9	6	8	7	0			
Part	II Certification															
Under penalties of perjury, I certify that:																
 The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 																
3. I am a U.S. citizen or other U.S. person (defined below); and																
	FATCA code(s) entered on this form (if any) indicating that I am exemp	•	•													
you ha	cation instructions. You must cross out item 2 above if you have been no ve failed to report all interest and dividends on your tax return. For real est tion or abandonment of secured property, cancellation of debt, contribution nan interest and dividends, you are not required to sign the certification, b	ate transactions, item 2 ons to an individual retir	does no ement a	ot ap	pĺy. gem	For lent (I	morte RA),	gage and	inte gen	erest erally	paid , pa	, yme	nts			
Sign Here	Signature of U.S. person ► JAM Class	Date > 10/30/19														
General Instructions		Form 1099-DIV (dividends, including those from stocks or mutual funds)														
Section noted.	n references are to the Internal Revenue Code unless otherwise	Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)														
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.		Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)														
	 Form 1099-S (prod 	(proceeds from real estate transactions)														
Purp	pose of Form	Form 1099-K (merchant card and third party network transactions)														
inform	ividual or entity (Form W-9 requester) who is required to file an ation return with the IRS must obtain your correct taxpayer	• Form 1098 (home 1098-T (tuition)			tere	st), 1	098	-E (si	tude	ent lo	an i	nter	est),			
	cation number (TIN) which may be your social security number individual taxpayer identification number (ITIN), adoption	• Form 1099-C (can		•	•							L. 3				
taxpay (EIN), t	rer Identification number (ATIN), or employer identification number to report on an information return the amount paid to you, or other at reportable on an information return. Examples of information	 Form 1099-A (acques Use Form W-9 on alien), to provide you 	ly if you	are	a U.					•	•		nt			
	s include, but are not limited to, the following.	If you do not retur				he re	aue	ster	with	a Ti	N. v	ои т	niaht			

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding,

later.

• Form 1099-INT (interest earned or paid)